

# **BUDGET / FACILITIES SUBCOMMITTEE MEETING**

## **MINUTES**

**Tuesday, May 20, 2014**

**Oliver Administration Building**

### **Present**

**Subcommittee: Susan Rancourt, Chair; John Bento (6:14 p.m.), Marjorie McBride, and Paul Silva**

**School Committee, Administration and Staff: Karen Lynch, John Saviano (6:12 p.m.), Melinda Thies, Mario Andrade, Mary Almeida, Pauline Silva, George Simmons and Christy Belisle**

**Guests: Paul A. Ullucci, Jr., Ullucci Sports Medicine & PT; Donald Squires, Ullucci Sports Medicine & PT; Amy Simmons, Olympic PT & Sports Medicine; Hugh Cole PTO members: Amy Almeida, Jill Fernandes, Jennifer Lial, Cory Kallfelz and Erin Schofield**

**Susan R. called the meeting to order at 6:03 PM. She stated that the order of the meeting would be rearranged slightly.**

### **APPROVAL OF MINUTES**

**MOTION: Paul S. made a motion to approve the minutes of the April 16, 2014 meeting; seconded by Marj M. The motion passed unanimously.**

#### **ACTION ITEMS:**

##### **Landscaping (Warren) Bid**

**Pauline S. stated that the District received four bids for the weekly landscaping work to be done at the Warren school locations which will commence on July 1, 2014. Pauline S. and George S. recommended accepting MJ Construction's bid of \$165.00 per week adding that the District has worked with MJ Construction in the past.**

**MOTION: Marj M. made a motion to approve moving forward to the full School Committee MJ Construction's bid of \$165.00 per week for landscaping work to be done at the Warren school locations commencing on July 1, 2014; seconded by Paul S. The motion passed unanimously.**

##### **School Physician Bid**

**Pauline S. stated that only one bid was received for the position of School Physician. A discussion ensued concerning a subcommittee member's request to go out to bid again for this position.**

**MOTION: Marj M. made a motion to table awarding the School Physician bid until the next subcommittee meeting in order to allow the Subcommittee, School Committee and Superintendent to discuss**

**the position of School Physician at the next School Committee meeting in Executive Session; seconded by Paul S. The motion passed unanimously.**

### **School Dentist**

**Pauline S. stated that only one bid was received for the position of School Dentist. The bidder has been the Bristol Warren Regional School District's dentist since 1999. He is offering the same bid amount through 2017 that he did in 1999.**

**MOTION: Marj M. made a motion to approve moving forward to the full School Committee Paul M. Kotuby, DMD's bid of \$3800 for the position of School Dentist; seconded by Paul S. The motion passed unanimously.**

### **Athletic Trainer**

**Pauline S. stated that only one athletic training firm attended a mandatory pre-bid conference making that firm the only one eligible to bid. Pauline S. added that the bid amount presented equaled the amount the District is paying the current trainer. A concern was raised by a School Committee member that only one bid was received for this position. A suggestion was made to expand the area where bids are advertised. Pauline S. listed the publications where the bid for athletic trainer was posted. She will research the feasibility of adding a professional journal to the list of publications used for posting bid positions.**

**MOTION: Marj M. made a motion to move forward for approval to the full School Committee Olympic Physical Therapy's bid to serve as Athletic Trainer; seconded by Paul S. The motion passed unanimously.**

## **NEW BUSINESS**

### **Bussing of KMS softball/baseball students to Bristol Town Beach**

**Susan R. stated that she brought this issue forward for discussion to understand why it is necessary to bus the baseball/softball team to the Bristol Town Beach fields. Christy B. stated that due to drainage issues of the District's baseball/softball playing fields, especially during spring rains, baseball/softball practices and games are being held at the Bristol Town Beach field. Christy B. stated that busses are being utilized to transport the baseball/softball students to the games, but parents are providing transportation for baseball/softball practice. Susan R. stated that the additional expense to bus baseball/softball students to the Bristol Town Beach playing field because of the District's poor field conditions seems wasteful. Karen L. added that the field issues create the problem requiring bussing athletes to a usable field.**

### **Hugh Cole Parents Group**

**Cory Kallfelz introduced members of the Hugh Cole Parents Group who were present at tonight's meeting. Cory K. stated that the purpose of the Hugh Cole Parents Group coming before the**

**Budget/Facilities Subcommittee is to present the needs and challenges of Hugh Cole School and their concern for lack of equitable services across the Bristol Warren elementary schools.**

**Cory K. began by presenting the statistics for the Hugh Cole School demographic. She then highlighted in detail the following specific areas of concern:**

- Full-time Nursing Assistant Position – continued need to budget for this position**
- Library Specialist – additional supports needed; lack of open library and enrichment periods**
- Music Department – additional support needed**
- Physical Education – additional support needed**
- Art Teacher – additional support needed; special education support needed**
- ELL – additional support needed**
- Social Worker & Psychologist: additional support needed; elementary school behavioral specialist suggested**
- Technology – limited amount of smart boards provided for students**

**Mario A. addressed the technology concern. He described the evolution of filling requests for technology stating that the District has moved recently to a systematic implementation of technology. Mario A. stated that Paul Morris surveyed the K-2 Hugh Cole teachers who indicated they did not want smart boards, but preferred an**

**overhead projector and screen.**

**A question was raised by a Hugh Cole PTO member asking how pilot programs are implemented. Mario A. responded that pilot programs are a result of teacher requests.**

**Susan R. thanked the Hugh Cole Parents Group for presenting their concerns stating that these items will be addressed when the budget process begins again.**

**Melinda T. stated the importance of having an open dialogue with the parents groups. She has met several times with the Hugh Cole PTO to discuss concerns regarding equity. She assured the Hugh Cole PTO that a plan of action is being formulated to provide equitable service throughout the elementary schools, and additional support where necessary. Melinda T. highlighted briefly some of the areas where services would be shared, but stated she could not give full details of the new scheduling plan until all educators were notified; the deadline, of which, is the last instructional day.**

**(Melinda T. left at 6:43 p.m.)**

**(John B. left at 6:44 p.m.)**

## **Stage II Asset Protection Plan**

**George S. reported that he participated in a walkthrough of all Bristol Warren School's with SMMA and various engineers where it was**

determined that the facilities are in remarkable condition despite their age. During the walkthrough, SMMA identified projects which would bring the facilities more in line with current structural requirements. The Subcommittee reviewed and discussed SMMA's recommendations. SMMA's recommendations will be presented to RIDE for stage II submittal. Pauline S. stated that if RIDE deems the recommended work necessary, the District will receive housing aid reimbursement,

### **FY15 Summer Work**

The Subcommittee reviewed the FY15 Summer Work list.

(John B. returned at 6:59 p.m.)

(Marj M. left at 6:59 p.m.)

(Mary A. left at 7:01 p.m.)

### **OLD BUSINESS**

#### **FY14 MHHS Summer Projects Update**

George S. reported that the design created by SMMA for the hinge to correct the safety issue of the door at the high school was sent to Maron Construction, but the work has not been completed yet. George S. shared a contingency plan he has in place if Maron Construction does not complete the work by July 1st. Paul S. expressed a concern regarding the contingency plan.

#### **Guiteras & KMS Doors Update**

**George S. reported that the work on the KMS doors is complete.**

**George S. reported that he has identified a small discrepancy with the new Guiteras doors that will need to be addressed. Once this is rectified, final payment will be released to the installer.**

### **Guiteras & KMS Fields Update**

**George S. reported that the scoreboard has been installed at Guiteras field and looks fantastic.**

**A mandatory pre-bid walkthrough of the Guiteras field was completed today. George S. stated that the bid package timeline is fairly aggressive.**

**At the last meeting, George S. was charged with researching the cost of having the School Department assume the responsibility for maintaining KMS field. He reported that the approximate dollar amount needed to purchase maintenance equipment would be \$15,000 to \$20,000. A suggestion was made to hold a formal meeting with Town of Warren representatives to discuss the transition of maintaining KMS fields from the Town of Warren to the School Department.**

### **FY14 Budget Update**

**Pauline S. reported that the FY14 Budget process is on target. She alerted the Subcommittee that a year end fund balance is anticipated.**



**She strongly encouraged the Subcommittee to commit those funds to Capital Projects.**

#### **FY15 Budget Update**

**Pauline S. stated that there was nothing new to report.**

**Next meeting – Monday, June 16, 2014**

**Adjournment:**

**MOTION: At 7:14 p.m. John B. made a motion to adjourn the meeting; Paul S. seconded. The motion passed unanimously.**

**kd**